

# State telecommunications management manual

State of California  
Department of General Services

Telecommunications Division  
Sacramento, California

Category:

**Delegation**

Chapter Title:

**Procurement  
Delegation**

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## INTRODUCTION

The Procurement Division has separate delegation parameters. It grants delegation of authority to approve contracts and purchase documents based on an agency's demonstrated ability to manage the procurement process. This applies to all agency procurements, not only to telecommunications. Contact the Procurement Division in order to verify current delegation guidelines.

An agency may have delegation from either the Procurement Division, the TD, or both. Delegation from one division does not mean automatic delegation from the other division. Request procurement and telecommunications delegations separately from one another. Each agency should check with its contract staff to determine which delegations are in place for the agency.

## TD DELEGATION AND USE OF CMAS

The Procurement Division establishes contracts that provide choices for state and local government agencies to acquire products and services. A California Multiple Awards Schedule (CMAS) contract is an example of such contracts. CMAS offers products and services from many different suppliers at competitive prices.

State agencies utilizing a CMAS contract must still adhere to all SAM and STMM guidelines. In addition, the right to use the CMAS does not automatically grant agency delegation from the TD. Agencies must continue to follow the delegation parameters from the TD regardless of the purchasing vehicle. Agencies shall not acquire a particular item or service excluded from the standard telecommunications delegation parameters without the prior approval of the TD.